



## Montana Withholding Tax Payment Instructions

### e-Pay

#### TransAction Portal

<https://tap.dor.mt.gov>

Quickly pay for e-filed or paper filed returns.

- e-check (free) or
- credit/debit card (small fee)

#### ACH Credit Program

[revenue.mt.gov](https://revenue.mt.gov) under Online Services

Send payments from your financial institution. See our website for more information.

### Pay by check

#### Help us apply your payment accurately!

- Fill out the voucher below.
  - Provide your full FEIN and Montana Account ID.
  - Identify the Period End Date by using your filing frequency (MMDDYYY).
    - Accelerated – provide the payroll date
    - Monthly – provide the last day of the month
    - Annual – provide the last day of the year
    - Not Required – remittance is not required, however if you still want to make a payment provide the last day of the year.
- If you are paying for multiple tax periods, use separate vouchers for each tax period and specify the amount you want applied to that period.
- Make your check payable to Montana Department of Revenue.
- Remove your check stub.
- Write your FEIN or Account ID with period end date in the memo line of your check.
- Detach the voucher below and mail it with your check to:

Department of Revenue  
PO Box 6309  
Helena, MT 59604-6309

**Payments of \$500,000 or more must be made electronically.**

- Cut line -

#### Form MW-1

Rev 04 16

#### Montana Withholding Tax Payment Voucher

#### Help us apply your payment.

- Send this voucher with your check
- Write your ID and tax year on the check memo line

Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Contact \_\_\_\_\_

Phone Number \_\_\_\_\_

1. FEIN

2. Period Ending Date

3. Montana  
Account ID

4. Amount Paid

MMDDYYY

  W T H

**Pay online at [revenue.mt.gov](https://revenue.mt.gov)**